

**CITY OF MARIANNA**  
**AIRPORT COMMERCE PARK BOARD MEETING**  
**March 17, 2021**  
**1:30 PM**  
**MARIANNA MUNICIPAL AIRPORT**  
**3689 INDUSTRIAL PARK DRIVE, MARIANNA, FL**

**1. Call To Order**

**2. Roll Call**

Chairman - Harold Donaldson  
Board Member - Byron Ward  
Board Member - James Hart  
Board Member - Larry Lang  
Board Member - Leonard Shores

**3. Review & Approval Of Minutes**

3.A. December Minutes

Documents:

[DECEMBER 16 2020 MINUTES.ASD.PDF](#)

**4. Airport Financial Reports**

4.A. Billing

Documents:

[BILLING FEBRUARY 2021.PDF](#)

4.B. Fuel Sales

Documents:

[MAI FUEL SALES .PDF](#)

4.C. Financials

Documents:

[FEBRUARY FINANCIALS.PDF](#)

**5. Other Business**

5.A. Fuel Farm Relocation & Backup Generator

5.B. Access Road Rehabilitation Project

5.C. Industrial Park Drive

5.D. RW 18/36 Remarketing Project

5.E. Site Certification 250 Ac North Of RW 8/26

5.F. WeatherSTEM

## **6. Adjourn**

The City of Marianna is an Equal Opportunity Employer and a Drug-Free Workplace. In accordance with the adopted Section 504 Policy, the City will take affirmative steps to reasonably accommodate the disabled and ensure their needs are equitably represented in City programs and activities. Pursuant to Title VI and the Civil Rights Act of 1964, the City will not exclude from participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, national origin, sex, age, disability, religion, language, income or family status. For assistance with EEO, Title VI or Section 504 matters contact Julie Chance at (850) 482-4353. In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this meeting should contact the Public Works Department at (850) 482-4353 no later than 3 days prior to the meeting.

City of Marianna  
Airport Commerce Park Board Regular Meeting  
December 16, 2020  
1:30 PM

The regular Airport Commerce Park Board Meeting was held on the above date and time. Present at the meeting was Leonard Shores. There were not enough members to have a quorum. On behalf of the City, City Manager Jim Dean, Public Works Director Joe Richey and Airport Manager Douglas Glass. On behalf of the Jackson County Chamber and Economic Development, Tiffany Garling and Zach Gilmore. On behalf of AVCON, John Collins.

The minutes from the September 16, 2020 meeting, airport financial reports and fuel sales will be reviewed at a later meeting. No further questions or comments were discussed.

Under other business, Mr. Collins discussed FDOT funding for the current year project, RW 8/26 Rehabilitation. He explained due to the impacts to state revenues for COVID funding for 2021 was reduced for the whole district. Due to this, FDOT is allowing the City to make changes to the work program. Mr. Collins suggests moving RW 8/26 Rehab project to a future year (2025) and applying the reduced funds from 2021 to the 2022 funding for the construction of T-hangars. A recommendation will be made to the City Commission at the next scheduled meeting to modify the 5-year work plan.

Access Road Improvements Project was opened for discussion. Mr. Collins advised work will begin in January 2021. No further questions or comments were discussed.

The Fuel Farm Project was opened for discussion. Mr. Collins advised the project is a year behind but should be complete in the next couple of months. No further questions or comments were discussed.

The General Aviation Apron Rehabilitation Project was opened for discussion. Mr. Collins advised the progress of the project. No further questions or comments were discussed.

There being no further business the meeting was adjourned.

**Marianna Industrial Park/Airport Rentals February 2021**

Hangar	Size	Type	Rent/Util	10% Discount	7.0% Taxes	Total Mthly	Tenant	Prev. Bal	Payment	End. Bal
<b>A</b>	72 x 43	Block	\$150.00		\$10.50	\$160.50	McDaniel, John	\$0.00	\$160.50	\$0.00
<b>B1</b>	50 x 40	Block	\$135.00		\$9.45	\$144.45	Jackson Co. Aviation	-\$1,444.53		-\$1,300.08
<b>B2</b>	50 x 40	Block	\$150.00		\$10.50	\$160.50	Cloud, Jeff	\$0.00	\$160.50	\$0.00
<b>C1</b>	50 x 40	Block	\$150.00		\$10.50	\$160.50	CITY			
<b>C2</b>	50 x 40	Block	\$150.00		\$10.50	\$160.50	CITY			
<b>D1</b>	80'x80'	Corp/Metal	\$2,700.00		EXEMPT	\$2,700.00	Air Methods	\$0.00	\$2,700.00	\$0.00
<b>D2</b>	60'x60'	Corp/Metal	\$850.00		\$59.50	\$909.50	AeroRestyling Aircraft	\$0.00	\$909.50	\$0.00
<b>E1</b>	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Dodson, George	-\$0.80	\$65.00	-\$1.60
<b>E2</b>	40 X 39.5	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Shearer, Michael	\$0.00	\$693.36	-\$635.58
<b>E3</b>	40 X 39.5	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Granberry, Philip	-\$231.67		-\$173.89
<b>E4</b>	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Dodson, George	-\$14.96	\$65.00	-\$15.76
<b>E5</b>	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Smith, Jacob	\$0.00	\$64.20	\$0.00
<b>F1</b>	40 x 48	Shade	\$60.00		\$4.20	\$64.20	Cam, Richard	\$0.00	\$64.20	\$0.00
<b>F2</b>	40 x 48	Shade	\$60.00		\$4.20	\$64.20	NW Flyers			
<b>F3</b>	40 x 48	Shade	\$60.00		\$4.20	\$64.20	NW Flyers	-\$128.40		-\$64.20
<b>F4</b>	40 x 48	Shade	\$60.00		\$4.20	\$64.20	VACANT			
<b>F5</b>	40 x 48	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Moorhead, Donald	-\$635.67		-\$577.89
<b>G1</b>	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Womack, Jimmy	-\$14.48	\$65.00	-\$15.28
<b>G2</b>	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Merrell, Robert	\$0.00		\$64.20
<b>G3</b>	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Nelson, Gerald	-\$642.00		-\$577.80
<b>G4</b>	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Whitehead, Lonnie	\$0.00	\$64.20	\$0.00
<b>G5</b>	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Buche, Stephen	\$0.00	\$64.20	\$0.00

Hangar	Size	Type	Rent/Util	10% Discount	Taxes	Total Mthly	Tenant	Prev. Bal		End. Bal
H1	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	Sorenson, Edd	\$256.80	\$321.00	\$0.00
H2	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	Leading Edge Invest.	\$0.00		\$64.20
H3	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	Cam, Richard	\$64.20	\$128.40	\$0.00
H4	50'x 31'	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Neville, Trey	-\$462.24		-\$404.46
H5	50'x 31'	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Dickens, Leslie	\$0.00		\$57.78
R1	44' X 34'	T - Hanger	\$200.00	\$20.00	\$12.60	\$192.60	Martin, Ron	-\$577.80		-\$385.20
R2	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Garrett, Bill	\$0.00	\$214.00	\$0.00
R3	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Baird, Keith	\$0.00	\$214.00	\$0.00
R4	44' X 34'	T - Hanger	\$200.00	\$20.00	\$12.60	\$192.60	Hansen, Joe	-\$193.32	\$2,311.20	-\$2,311.92
R5	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Young, Bradford	\$214.00	\$856.00	-\$428.00
R6	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	AMH Aviation	-\$221.00		-\$7.00
R7	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Griffin, John	-\$9.60	\$214.80	-\$10.40
R8	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Griffin, John	\$0.00	\$214.00	\$0.00
S1	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	West, David	-\$65.22		\$95.28
S2	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Chambless, Mardre	-\$13.50	\$160.50	-\$13.50
S3	41.5' X 34	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Thomas, Joe	-\$434.50		-\$290.05
S4	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Parnell, Jerry	-\$0.72	\$160.50	-\$0.72
S5	41.5' X 34	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Cross, Jerry	-\$1,161.75		-\$1,017.30
S6	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Land, Dustin	-\$321.00		-\$160.50
S7	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Boyette, Wayne	-\$0.30	\$160.80	-\$0.60
S8	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Foy, William	\$0.00	\$1,897.14	-\$1,736.64

Req Refund 2/11

Hangar	Size	Type	Rent/Util	10% Discount	Taxes	Total Mthly	Tenant	Prev. Bal		End. Bal
<b>T1</b>	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Giersberg, C.	-\$160.50	\$160.50	-\$160.50
<b>T2</b>	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Cavin, Dale	-\$321.00		-\$160.50
<b>T3</b>	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Cavin, Dale	-\$321.00		-\$160.50
<b>T4</b>	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Nifong, James	\$0.00	\$160.50	\$0.00
<b>T5</b>	44' X 34'	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Padgett, Daniel	-\$76.50		\$67.95
<b>T6</b>	44' X 34'	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Neville, William (Trey)	-\$577.80		-\$433.35
<b>T7</b>	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Parish, Walker	\$160.50	\$160.50	\$160.50
<b>T8</b>	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Stairs, Richard	-\$3.00	\$160.50	-\$3.00
<b>BLDG Lease</b>										
<b>Ind. Pk Dr.</b>	9600 sf	Block Bldg	\$1,200.00		\$84.00	\$1,284.00	Air Prop Specialist	-\$1,284.00	\$1,284.00	-\$1,284.00
<b>Pvt Hanger</b>	70'x70'	Land	\$125.00			\$125.00	JCSO	-\$375.00		-\$250.00
<b>Ind. Pk Dr.</b>	20,000 sf	Block Bldg	\$700.93		\$49.07	\$750.00				
<b>Terminal-Office Space</b>		Building	\$420.56		\$29.44	\$450.00				
<b>Terminal-Utilities</b>										
<b>Terminal-Shop</b>		Building								
<b>Ind. Pk Dr.</b>	20500 sf	Block Bldg	\$2,000.00		\$140.00	\$2,140.00	Rolls Rite Trailers	-\$4.00	\$2,144.00	-\$8.00

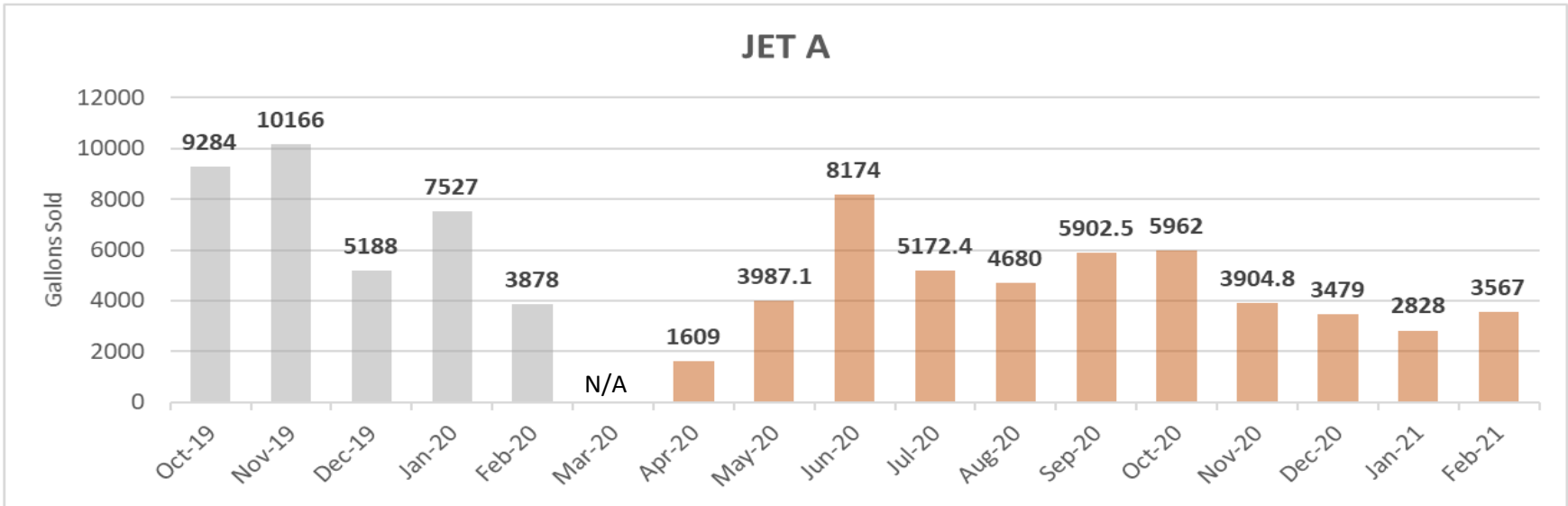
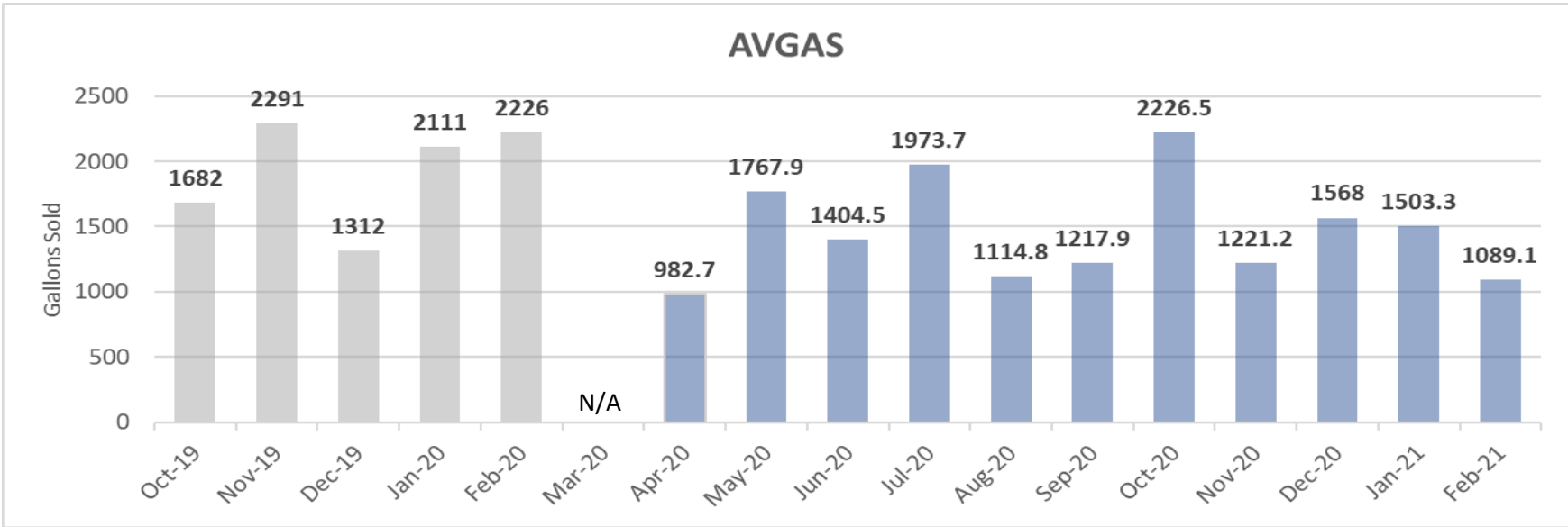
\*\*\*\*New Tenants:



**R3 Keith Baird**

\*\*\*\*Terminate:

**R3 Keith Baird 2/11/2021**



\*\*SkyWarrior Flight Support, Inc did not report fuel sales for the month of March 2020

**City of Marianna  
 Airport  
 October 1, 2020 thru February 28, 2021 ( 5 Months)**

	<u>Totals</u>
<b>Revenue:</b>	
Fuel Sales	\$ 92,018.83
Rentals/Leases	59,724.12
Misc.	112.23
Interest Earnings	16.02
Grants	256,341.27
Land Leases	38,393.59
Lease-Gilmore Services	23,100.02
Catalyst Reimb.	23,307.04
Hurricane Michael FEMA	-
Hurricane Michael Insurance	-
Total Revenues	<u>493,013.12</u>
<b>Expenses:</b>	
Personal Services	-
Operating	(189,223.28)
Capital	-
Fly-In	-
Debt	-
Transfer	(11,362.50)
Grants	(256,341.27)
Hurricane Michael	-
Total Expense	<u>(456,927.05)</u>
Net Profit (Loss)	<u>\$ 36,086.07</u>
Property/Auto Insurance NOTE 1	\$ 42,979.30
Ad Valorem Tax NOTE 2	\$ 3,505.31
Net Profit (Loss) Adjusted	<u>\$ 82,570.68</u>

NOTE 1: The airport paid for property and auto insurance in Oct. 2020 and this is budgeted for the entire year so this will balance out by fiscal year end.

NOTE 2: The City paid for the ad valorem tax in November 2020 and this is a budgeted item for entire yearso this will balance out by fiscal year end.

NOTE 3: The City has received \$38,393.59 from land rent as of 2-28-21.  
 . The City also received \$23,100.02 from Lease to Gilmore Services as of 2/28/21.



City of Marianna  
 Restricted/Unrestricted Cash  
 As of 2-28-21

**Airport:**

Operations	U	349,861.41
SBA	U	2,399.51
A/R Ad Valorem Tax	U	25,700.35
Due to/from -Hurricane Michael-Ins	U	338,400.02
Due to Utility Fund	U	(40,000.00)
Due To/From (Util Fund)	U	(761,337.90)
A/R -Hurricane Michael-Ins-Catalyst	U	-
A/R Fema Lease	U	5,249.99
<b>Unrestricted</b>		<b><u>(79,726.62)</u></b>

**Grants/Misc Owed to City:**

Rehab Airport Access Rd		76,400.10
Back Up Generator-Fuel Farm	U	19,248.90
Access Rd and Security Improv	U	26,207.32
Apron Rehab	U	84,965.50
<b>Grant Totals</b>		<b><u>206,821.82</u></b>

**Total** **\$ 127,095.20**